

## July 2021

### Arbitration Procedures

- Each Arbitrator will continue to conduct his or her Monthly Status Call, virtually.
- Each Arbitrator will continue to set matters for a pre-trial conference on the dates as designated on the IWCC website, for those matters appearing on the Arbitrator's Monthly Status Call or set pursuant to Section 19(b).
- All pre-trial conferences will continue to be conducted virtually, unless otherwise ordered by the Arbitrator.
- Once a matter has been the subject of a pre-trial conference, it need not be the subject of a subsequent pre-trial conference. The parties may announce that a pre-trial conference was held, and the matter remains ready for trial. The Arbitrator will then, at his or her discretion, set the matter for trial, on a date certain.
- All cases set on the Arbitrator's Monthly Status Call on July 1, 2021, or thereafter, if deemed ready to proceed by the Arbitrator, will receive a trial date in the following month. (i.e., cases on the July Call will receive a trial date in August, and so on.)
- Each Arbitrator will set a maximum of 15 cases for each of her or his trial dates at each hearing location.
- If after a matter has been the subject of a pre-trial conference, and the Arbitrator has set the matter for trial, the parties must either notify the Arbitrator of the settlement of the claim, the need for a continuance or be ready to proceed. If the parties fail to so notify the Arbitrator, the matter may be dismissed, or the Petitioner may proceed ex parte.
- Once a matter has been the subject of a pre-trial conference and then set for trial, the continuance of said matter will be granted only for good cause shown.

- All hearing / trial dates as well as pre-trial conference dates will continue to be listed on the IWCC website main page. All locations for in-person hearings, for each Arbitrator, will likewise be listed on the IWCC website main page, each month.
- All Motions and matters requiring a personal appearance (i.e. a Motion for Leave to Withdraw) will be heard, in person, by the Arbitrator on his or her first trial date in each setting; with the movant giving appropriate notice to all litigants, both of the Monthly Status Call Day and the Arbitrator's first trial date, for hearing of said Motion or matter.
- Pro Se settlements may still be accomplished virtually, at the discretion of the Arbitrator. If the Respondent presents the appropriate correspondence and Affidavit, signed by the Petitioner, and if the Arbitrator so chooses, a Pro Se litigant may appear virtually, on a date set by the Arbitrator, and if the information presented is sufficient, the Arbitrator may approve the settlement contract.
- If the Arbitrator does not believe that it is appropriate to hear the Pro Se matter virtually, the Arbitrator will set the Pro Se matter for an in-person hearing, at a time and place of his or her choice, usually the first trial date of the Arbitrator's cycle.
- These Procedures will remain in full force and effect until they are rescinded by Order of the Chairman with the advice of the Commission.